

# BLANKET PURCHASE ORDER

## STATE OF MARYLAND

\*\*\*\*\* STATE OF MARYLAND \*\*\*\*\*

**BPO NO:** 001B1600337

**PRINT DATE:** 04/20/21

**PAGE:** 01

### SHIP TO:

AS SPECIFIED ON INDIVIDUAL ORDERS

### VENDOR ID:

WALTERS RELOCATIONS INC  
2001 ELGIN AVE

BALTIMORE, MD  
(410 )325-5200

21217-1300

### REFER QUESTIONS TO:

KIMBERLY HACKETT  
(410 )767-0788  
KIMBERLY.HACKETT@MARYLAND.GOV

### ITB:

**EXPR DATE:** 02/05/22  
**POST DATE:** 02/08/21

**DISCOUNT TERMS:** . NET 30 DAY  
**CONTRACT AMOUNT:** .00

### TERMS:

ARTICLES HEREIN ARE EXEMPT FROM MARYLAND SALES AND USE TAXES BY EXEMPTION CERTIFICATE NUMBER 3000256-3 AND FROM FEDERAL EXCISE TAXES BY EXEMPTION NUMBER 52-73-0358K. IT IS THE VENDOR'S RESPONSIBILITY TO ADVISE COMMON CARRIERS THAT AGENCIES OF THE STATE OF MARYLAND ARE EXEMPT FROM TRANSPORTATION TAX.

\*  
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ICPA CONTRACT FOR  
-----  
ON-CALL MOVING SERVICES  
FOR STATEWIDE USE  
RELEASES UP TO 100K  
BALTIMORE COUNTY MASTER AGREEMENT# 00003480  
(ICPA)  
\*

IF THIS CONTRACT WAS BASED ON AN INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT(IPCA), THE RENEWAL OPTION(S) WILL BE BASED ON THE TERMS OF THE MASTER AGREEMENT AND THE PERFORMANCE OF THE VENDOR AND USAGE OF THE CONTRACT.

CONTRACT TERM: FEBRUARY 6, 2021 - FEBRUARY 5, 2022  
NO RENEWAL OPTIONS

VENDOR: WALTERS RELOCATION, INC.  
PRIMARY CONTACT: RAYMOND BRIGGS  
PRIMARY NUMBER: 410-462-2794  
PRIMARY EMAIL: RBRIGGS@WALTERSRELOCATIONS.COM

MARYLAND LAW PREVAILS:  
THE PROVISIONS OF THIS CONTRACT SHALL BE GOVERNED BY THE LAWS OF

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### TERMS (cont'd):

MARYLAND.

#### SCOPE OF CONTRACT:

THIS IS AN INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT IN ACCORDANCE WITH BALTIMORE COUNTY PUBLIC SCHOOLS MASTER AGREEMENT MBU-525-17. BASED ON THIS CONTRACT, THE VENDOR WILL PROVIDE ON-CALL MOVING SERVICES FOR THE STATE OF MARYLAND AND ITS USING AGENCIES.

STATE CONTACT: LISA FORTUNE MCDONALD

PHONE NUMBER: 410-767-4084

EMAIL: LISA.MCDONALD@MARYLAND.GOV

#### SCOPE OF CONTRACT:

REQUIREMENTS CONTRACT FOR MOVING SERVICES FOR THE DEPARTMENT OF GENERAL SERVICES ONLY.

CONTRACT REQUIREMENTS: . QUANTITIES ARE ESTIMATES ONLY AND ARE NOT TO BE CONSTRUED AS ANY MINIMUM OR MAXIMUM GUARANTEE.

PRICE ESCALATION: PER MASTER CONTRACT REQUIREMENTS

PRICE DECREASE PER MASTER CONTRACT REQUIREMENTS

#### DELIVERY AND ACCEPTANCE:

DELIVERY SHALL BE MADE IN ACCORDANCE WITH THE SOLICITATION SPECIFICATIONS. THE STATE, IN ITS SOLE DISCRETION, MAY EXTEND THE TIME OF PERFORMANCE FOR EXCUSABLE DELAYS DUE TO UNFORESEEABLE CAUSES BEYOND THE CONTRACTOR'S CONTROL. THE STATE UNILATERALLY MAY ORDER IN WRITING THE SUSPENSION, DELAY OR INTERRUPTION OF PERFORMANCE HEREUNDER. THE STATE RESERVES THE RIGHT TO TEST ANY MATERIALS, EQUIPMENT, SUPPLIES, OR SERVICES DELIVERED TO DETERMINE IF THE SPECIFICATIONS HAVE BEEN MET. THE MATERIALS LISTED IN THE BID OR PROPOSAL SHALL BE DELIVERED FOB THE POINT OR POINTS SPECIFIED PRIOR TO OR ON THE DATE SPECIFIED IN THE BID OR PROPOSAL. ANY MATERIAL THAT IS DEFECTIVE OR FAILS TO MEET THE TERMS OF THE SOLICITATION SPECIFICATIONS SHALL BE REJECTED. REJECTED MATERIALS SHALL BE PROMPTLY REPLACED. IF THE VENDOR REFUSES TO REPLACE REJECTED MATERIALS, THE STATE RESERVES THE RIGHT TO PURCHASE REPLACEMENT MATERIALS IN THE OPEN MARKET AND THE VENDOR SHALL BE LIABLE FOR ANY EXCESS PRICE PAID FOR THE REPLACEMENT, PLUS APPLICABLE EXPENSES, IF ANY.

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### **TERMS (cont'd):**

#### INVOICES:

FOLLOWING DELIVERY AND ACCEPTANCE OF ANY MATERIALS, EQUIPMENT, SUPPLIES OR SERVICES WALTERS RELOCATION SHALL SUBMIT AN ORIGINAL INVOICE TO THE AGENCY FOR PAYMENT.

VENDOR MUST INCLUDE THE 9-DIGIT ZIP CODE OF COMPANY ADDRESS ON ALL INVOICES. FAILURE TO DO SO MAY RESULT IN DELAY OF PAYMENT

BPO/PO AS CONTRACT:

THIS PROVISION APPLIES TO ALL PROCUREMENT CONTRACTS PROCURED BY THE DEPARTMENT OF GENERAL SERVICES EXCEPT CONTRACTS FOR THE PROCUREMENT OF ARCHITECTURAL AND ENGINEERING SERVICES FOR A PRICE OF GREATER THAN \$200,000.

THE BIDDER'S EXECUTION AND SUBMISSION OF A RESPONSIVE BID CONSTITUTES A PROMISE BY THE BIDDER TO PERFORM THE CONTRACT SOLICITED BY THE DEPARTMENT IN ACCORDANCE WITH THE TERMS AND CONDITIONS STATED IN THE SOLICITATION. THE BID SHALL BE IRREVOCABLE FOR THE PERIOD STATED IN THE SOLICITATION OR FOR SUCH LONGER PERIOD AS THE BIDDER AND THE DEPARTMENT MAY AGREE.

UPON ACCEPTANCE OF A BID, THE PROCUREMENT OFFICER MAY ISSUE A BLANKET PURCHASE ORDER (BPO), IN A FORM TO BE DETERMINED BY THE DEPARTMENT, TO THE BIDDER ACCEPTING THE BID AND BINDING THE BIDDER TO A CONTRACT. THE EXECUTION AND ISSUANCE OF A BPO BY THE PROCUREMENT OFFICER, SUBJECT TO ALL NECESSARY APPROVALS, SHALL CONSTITUTE ACCEPTANCE OF THE BID AND FINAL AWARD OF THE CONTRACT. THE CONTRACT OF THE PARTIES WILL BE EMBODIED IN THE CONTRACT DOCUMENTS, WHICH SHALL CONSIST OF THE EXECUTED BPO OF THE PROCUREMENT OFFICER, INCLUDING ALL DOCUMENTS, TERMS, AND CONDITIONS INCORPORATED INTO THOSE DOCUMENTS BY THE TERMS OF THE SOLICITATION, THE BPO, THE BID, OR BY OPERATION OF LAW, AND THE EXECUTED BID OF THE BIDDER. IF THE PROCUREMENT OFFICER ISSUES A BPO, AT THE OPTION OF THE PROCUREMENT OFFICER IT WILL NOT BE NECESSARY FOR THE BIDDER TO EXECUTE THE BPO OR ANY OTHER FORM OF CONTRACT OR AGREEMENT.

#### PROCUREMENT

OFFICER MAY REQUIRE THAT THE PARTIES BOTH EXECUTE A SINGLE DOCUMENT AS THE EMBODIMENT OF THE CONTRACT BETWEEN THE PARTIES.

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|---------------|----------------------|------------|------------------|--|
|---------------|----------------------|------------|------------------|--|

|      |              |    |         |  |
|------|--------------|----|---------|--|
| 0001 | 08005-E75MOV | EA | 12.0000 |  |
|------|--------------|----|---------|--|

MOVING SERVICES

LABOR, SUPERVISOR, MOVING SERVICES, WEEKDAYS (8AM-5PM)  
AND SATURDAYS

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|      |              |    |         |  |
|------|--------------|----|---------|--|
| 0002 | 08005-E75MOV | EA | 12.0000 |  |
|------|--------------|----|---------|--|

MOVING SERVICES

LABOR, SUPERVISOR, MOVING SERVICES, WEEKDAY EVENINGS (5PM-12AM)  
AND SATURDAYS

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|      |              |    |         |  |
|------|--------------|----|---------|--|
| 0003 | 08005-E75MOV | EA | 12.0000 |  |
|------|--------------|----|---------|--|

MOVING SERVICES

LABOR, SUPERVISOR, MOVING SERVICES, SUNDAYS AND HOLIDAYS

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|      |              |    |         |  |
|------|--------------|----|---------|--|
| 0004 | 08005-E75MOV | EA | 35.0000 |  |
|------|--------------|----|---------|--|

MOVING SERVICES

LABOR, MOVER/LABORER, MOVING SERVICES, WEEKDAYS (8AM-5PM) AND  
SATURDAYS

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|      |              |    |         |  |
|------|--------------|----|---------|--|
| 0005 | 08005-E75MOV | EA | 35.0000 |  |
|------|--------------|----|---------|--|

MOVING SERVICES

LABOR, MOVING SERVICES, WEEKDAY EVENINGS (5PM-12AM) AND  
SATURDAYS

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|---------------|----------------------|------------|------------------|--|--|
|---------------|----------------------|------------|------------------|--|--|

|      |              |    |         |  |  |
|------|--------------|----|---------|--|--|
| 0006 | 08005-E75MOV | EA | 35.0000 |  |  |
|------|--------------|----|---------|--|--|

MOVING SERVICES

LABOR, MOVING SERVICES, SUNDAYS AND HOLIDAYS

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|      |              |    |         |  |  |
|------|--------------|----|---------|--|--|
| 0007 | 08005-E75MOV | EA | 32.0000 |  |  |
|------|--------------|----|---------|--|--|

MOVING SERVICES

LABOR, INSTALLERS, MOVING SERVICES, WEEKDAYS (8AM-5PM) AND SATURDAYS

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|      |              |    |         |  |  |
|------|--------------|----|---------|--|--|
| 0008 | 08005-E75MOV | EA | 32.0000 |  |  |
|------|--------------|----|---------|--|--|

MOVING SERVICES

LABOR, INSTALLERS, EVENINGS (5PM-12AM) AND SATURDAYS

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|      |              |    |         |  |  |
|------|--------------|----|---------|--|--|
| 0009 | 08005-E75MOV | EA | 32.0000 |  |  |
|------|--------------|----|---------|--|--|

MOVING SERVICES

LABOR, INSTALLERS, SUNDAYS AND HOLIDAYS

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|      |       |    |  |  |  |
|------|-------|----|--|--|--|
| 0011 | 56063 | EA |  |  |  |
|------|-------|----|--|--|--|

TRUCKS, DOLLY

DOLLIES, FOUR-WHEEL, MOVING SERVICES, PRICES PER CART PER DAY

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|      |              |    |        |  |  |
|------|--------------|----|--------|--|--|
| 0012 | 49510-200000 | EA | 3.0000 |  |  |
|------|--------------|----|--------|--|--|

CRATE

CRATES, MOVING SERVICES, 27" L X 12" H X 16.5" W PRICED PER DAY

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|---------------|----------------------|------------|------------------|--|
|---------------|----------------------|------------|------------------|--|

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|      |              |    |        |  |
|------|--------------|----|--------|--|
| 0013 | 96286-MOVEXX | EA | 5.0000 |  |
|------|--------------|----|--------|--|

MOVE

LIBRARY CARTS, MOVING SERVICES, PRICE PER CART PER DAY

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|      |              |    |        |  |
|------|--------------|----|--------|--|
| 0014 | 96286-MOVEXX | EA | 2.0000 |  |
|------|--------------|----|--------|--|

MOVE

BOXES, LEGAL, MOVING SERVICES

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|      |              |    |       |  |
|------|--------------|----|-------|--|
| 0015 | 61551-000000 | RL | .0600 |  |
|------|--------------|----|-------|--|

LABELS

LABELS, PER SHEET, MOVING SERVICES

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|      |              |    |        |  |
|------|--------------|----|--------|--|
| 0016 | 96286-MOVEXX | EA | 2.0000 |  |
|------|--------------|----|--------|--|

MOVE

COMPUTER BAGS

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|      |              |    |         |  |
|------|--------------|----|---------|--|
| 0017 | 96286-MOVEXX | EA | 10.0000 |  |
|------|--------------|----|---------|--|

MOVE

BUBBLE WRAP, ROLL OF 50 FEET

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|      |              |    |  |  |
|------|--------------|----|--|--|
| 0018 | 96286-MOVEXX | EA |  |  |
|------|--------------|----|--|--|

MOVE

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|---------------|----------------------|------------|------------------|--|
|---------------|----------------------|------------|------------------|--|

SHRINK WRAP, ROLL OF 50 FEET

|      |              |    |        |  |
|------|--------------|----|--------|--|
| 0019 | 96286-MOVEXX | EA | 1.0000 |  |
|------|--------------|----|--------|--|

MOVE

STORAGE CHARGES, PER CUBIC FOOT PER MONTH

\_\_\_\_\_ END OF ITEM LIST \_\_\_\_\_

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**AUTHORIZED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

BUYER AUTHORIZED DESIGNEE